

Capital Planning Committee Meeting Minutes October 13, 2016

In attendance were: Richard Viscay
Charles Foscett
Anthony Lionetta
Mike Morse
Brian Rehrig
Sandy Pooler
Amy Fidalgo
Steve Andrew (arrived at 6:35)

Not in attendance: Diane Johnson
Barbara Thornton

- **Meeting Opened:** Charlie Foscett opened the meeting at 5:05pm. The minutes of September 29, 2016 were reviewed and accepted.
- **Report on status of Special Town Meeting Articles:** Charlie Foscett reviewed that last week the Committee took a conditional vote based on what the CPC anticipated the School Enrollment Task Force and School Committee would recommend for Warrant Articles 2 and 3. The School Enrollment Task Force recommended no modulars for Article 2 and a \$4m school expansion budget for Article 3, as the CPC expected.
- **Planned sub-committee hearings and notice to departments:** Sub-Committees will continue to notify Department Heads about their upcoming meeting schedule to review capital requests.
- **Committee Sub-Committee Reports:**

Parks and Recreation Sub-Committee: Michael Morse and Tony Lionetta summarized their Sub-Committee meeting with Jon Marshall, Director of Recreation, and Jim Feeney, Assistant Town Manager, who was Acting Director of Recreation at the time of request submissions.

The Sub-Committee presented their recommendations to the CPC, including their suggestions regarding residual balances that should be swept. Charlie Foscett asked for clarification on which Recreation requests were also being presented to the Community Preservation Committee. Michael Morse said that the only application submitted to the Community Preservation Committee for FY18 funding at this time is the Arlington Reservoir Master Plan and Study, but others will follow. It is anticipated that most requests, now and in the future, will be directed to CPA, the exceptions being the Feasibility and ADA requests. The Committee discussed what types of Recreation requests would or would not be eligible for CPA funds. Brian Rehrig said that the Committee should keep the projects that can't be covered by CPA in the plan. Michael Morse noted that if turf gets installed on Hurd Field, CPA would not be able to cover that portion of the project.

The Committee voted 7-0 to support the recommendation to sweep small residual balances given the updated practices adopted last year and the residual funds for the Gibbs Gym Wall, as referenced in the Sub-Committee's report.

The Committee voted 7-0 to support the recommendations of the Sub-Committee for the ADA Recommendations Implementation request as described in their report. The subcommittee requested that Recreation use these funds for ADA Compliance only and not have "add on" to these efforts.

The Committee voted 7-0 to support the Feasibility Study request.

The Committee voted 7-0 to support the Summer/Buck Field safety fencing request.

It was brought to the Committee's attention that Recreation has substantial cash balance its enterprise funds. The Committee recommends that the Recreation Department pay for their Reservoir Beach Mechanical Repairs request with these funds. The Committee decided to wait to vote on this item until it can be discussed with the Director of Recreation.

Fire Sub-Committee: Stephen Andrew and Brian Rehrig summarized their Fire Sub-Committee Report for the Committee. The Committee discussed the Park Circle Station request for new carpeting. The question was raised on this being a capital item. Charlie Foskett asked if there should be general reviews by the Committee to make sure buildings do not get to a state of disrepair. Stephen Andrew stated that the Town needs to continue to work on the expectations of what the Facilities Department should be initiating and overseeing versus what Department Heads should be initiating. The Sub-Committee agreed to visit the station to make sure the Town is getting ahead of upcoming building needs. The Committee voted 7-0 in support of the capital requests, as submitted.

- **Capital Balances Report:** Rich Viscay summarized the data provided to the Committee. Rich Viscay said the goal is to have these accounts cleaned up by the time this capital planning cycle is complete for the upcoming year: The older years prior to FY14 are in good shape; FY15 and FY16 need to be cleaned up. The Committee requested a detailed report of the encumbered items for the Sub-Committees to discuss with Department Heads at their upcoming meetings. Charlie Foskett asked if the changes as a result of the Municipal Modernization Act will affect future sweeps. Sandy Pooler said that the Act gives the Committee more flexibility with sweeping accounts.
- **Discussion of Senior Center Plans and Civic Block:** Charlie Foskett asked to have a discussion about the Senior Center renovation proposal prior to the Finance Sub-Committee meeting with Jennifer Raitt, Director of Planning and Community Development, and Christine Bongiorno, Director of Health and Human Services.

Charlie Foskett asked for clarification on how the Town Manager's office sees this process moving forward, and who is responsible for the project. Sandy Pooler stated that Jennifer Raitt, on behalf of the Arlington Redevelopment Board, would be leading the conversation for this proposed project as she was the "owner" of the building arising out of her role with the ARB. The Committee discussed the status of the Urban Renewal Fund, including the balance of the fund, the time limitations of the fund, and the implications of a Senior Center renovation. The CPC discussed needing to know who owns the building, and if the Town should be funding the building improvements or if the ARB should be funding the building improvements. The Committee agreed they will need clarity on ownership and funding prior to making a decision

over the large renovation request.

- **Planning Hearings at Capital Planning Committee meetings:** The Public Works Sub-Committee meeting is still trying to get scheduled. Rich Viscay will be working to set up meetings with Superintendent of Schools, and necessary staff, to hold the School Sub-Committee meetings.

Adjournment